



HANCOCK COUNTY BOARD OF SUPERVISORS

Agenda

July 18, 2016 at 9:00 a.m.

- 1. Call to order**
 - A. Pledge of Allegiance
 - B. Invocation
- 2. Amendments to the Agenda**
 - A. County Officials
 - B. Others
- 3. Motion to accept the Agenda**
- 4. Announcements**
 - A. The next regularly scheduled meeting is August 2, 2016 at 9:00 a.m.
 - B. Bi-weekly payroll for period ending July 9, 2016, totaled \$578,189.06.
 - C. There will be a bid opening today at 10:00 to receive proposals for qualifications for grant administration services for the HOME Investment Partnerships Program.
 - D. There will be a bid opening on August 1, 2016 at 10:00a.m. to receive Request for Proposals for handling, transportation and disposal of Wastes for Household Hazardous Waste Day 2016.
 - E. There will be a Public Hearing today related to Mississippi Development Authority for a Katrina Supplemental Community Development Block Grant of up to \$1,557,850.40 for an Community Revitalization Project in the County at 1:00p.m.
 - F. There will be an appeal hearing for O'Keefe properties, LLC and Seth Stephenson regarding a request for a site plan review and special exception use to operate a "Contractor's Storage yard for Material, Equipment of Supplies for garden and lawn enhancement materials at 1:30 today.
 - G. Appropriations hearings for agencies requesting funding through the Hancock County Board of Supervisors will begin at 2:00 today.
- 5. Motion to approve the Board Minutes for the June 30, 2016 and July 5, 2016 meetings.**
- 6. Motion to approve the Docket of Claims for July 18, 2016, totaling \$581,369.85.**

7. Departmental Agendas

A. Brian Adam – EMA Director

- 1) Motion to approve the Emergency Management Performance Grant (EMPG) for the Fiscal Year 2016 from the Mississippi Emergency Management Agency (MEMA). This is the Grant that Reimburses the Emergency Management Agency for Certain Expenditures.

B. Kevin Ladner – Recreation Director (NONE)

C. Michelle Cuevas – Inventory Control

- 1) Motion to approve of the removal and disposal of the listed assets from inventory as they are no longer needed for County purposes:
 - a. Sheriff's Office: 6957 (cell phone); 6947 (mifi); 7021 (mifi); 6870 (K-9 Ringo due to death); 7200 (mifi); 6624 (cell phone); 7213 (mifi); 7195 (mifi); 3156 (2007 Crown Victoria).
 - b. Bookkeeping: 4839 (printer)
- 2) Motion to rescind the removal and disposal of asset 3184 (2008 Ford Expedition) from the Animal Shelter inventory as it is not being auctioned at this time.
- 3) Motion to approve spreading the inventory reports for June 2016 on the minutes.

D. Robin Benoit – Purchasing Clerk

- 1) Approval to purchase for the Sheriff's Department:
3– portable radios (configured), chargers and mics from Motorola at a total contract price of \$5,242.23 (MSWIN 3429 state contract, effective dates 6/29/2007 – 6/30/2017)

E. Anthony Cuevas – Building Official

- 1) Motion to approve the Planning Commission Meeting Minutes held on June 2, 2016.

F. Nancy Kelly-Comptroller (NONE)

8. External Business Agenda

A. Nicki Moon – Gulf Coast Tourism Presentation

B. Digital Engineering – Bruce Newton

- 1) Motion to approve and authorize Board President to sign the contract with DNA Underground to complete the Fire Protection System Repairs to the Stennis International Airport Hangar – Selex Hanger in the amount of \$21,500.00.
- 2) Motion to approve and authorize Board President to sign the contract with Barnard & Sons to complete the following projects for the Stennis International Airport Hangar – Selex Hanger:
 - a. HVAC Repairs for a total of \$34,500.00
 - b. Driveway Repairs for a total of \$41,502.76
 - c. Gate Repairs for a total of \$14,500.00
 - d. Water Leak Repairs for a total of \$6,800.00

- 3) Motion to approve a request to utilize the remaining funds from the Selex Hanger project for the AGE Pad Repairs.
 - 4) Motion to approve and authorize Board President to sign the Certificate of Substantial Completion for Twin L. Construction for the Aircraft Hanger Facility Fuel Farm project.
- C. Port and Harbor Commission (NONE)
- D. Steve Cospelich -Resident
Discussion regarding Gun Control in Hancock County
- E. D'Angela Brenza –Hancock County Youth Court
- 1) Motion to approve hiring Susan Graham as full time secretary for Hancock County Youth Court at a rate of \$10.00 per hour, effective July 18, 2016. The prior applicant turned down the position.
- F. Judge Elise Deano – Hancock County Youth Drug Court
- 1) Motion to approve and authorize Board President to sign the Partnership for Service Delivery, Memorandum of Agreement between Gulf Coast Mental Health, Hancock County Youth Court and Hancock County Youth Drug Court.
- G. Corinne Graham – Gouras & Associates
- 1) Motion to Budget Modification #12 extending end date for closeout and updating matching funds for the EOC Project.
 - 2) Motion to approve Amendment #1 to Gouras & Associates contract for administrative services on the EOC project.
 - 3) Motion to approve Request for Cash #42 in the amount of \$482,780.15 for the EOC project for reimbursement for the following invoices:
 - a. Motorola Tower PO927181 in the amount of \$421,200.00 (\$89,431.75 will be paid for with County funds and remainder will be paid from CDBG)
 - b. Rod Cooke, Invoice FINAL REVISED in the amount of \$240.15
 - c. Gouras & Associates, Invoice No. 867 in the amount of \$61,340.00
 - d. Reconciliation for construction costs re-allocating \$30,283.85 from Homeland Security and \$6,075.53 from Hazard Mitigation to CDBG \$36,359.38
 - 4) Motion to approve request for cash #43 in the amount of \$10,000 for the EOC project for reimbursement for the following invoices:
 - a. Gouras & Associates, Invoice No. 868 in the amount of \$10,000.00
 - 5) Motion to approve and authorize Board President to sign the Agreement relative to Closeout for the EOC project
 - 6) Motion to approve Request for Cash #35 in the amount of \$159,866.48 for the Highway 607 project for reimbursement for the following invoices:
 - a. Gouras & Associates, Invoice No. 869 in the amount of \$1,324.01
 - b. TCB Construction, Invoice No. 35 in the amount of \$158,542.47

- 7) Motion to approve Request for Cash #32 in the amount of \$49,879.16 for the Sports Complex project for reimbursement for the following invoices:
 - a. Gouras & Associates, Invoice No. 870 in the amount of \$1,607.00
 - b. Barnard & Sons, Invoice No. 13 JUNE Portion only in the amount of \$48,272.16
- 8) Motion to approve request for cash #33 in the amount of \$34,806.44 for the Sports Complex project for reimbursement for the following invoices:
 - a. Barnard & Sons, Invoice No. 13 JULY portion only in the amount of \$32,181.44
 - b. M3A, Invoice No. CA12.000 in the amount of \$2,625.00
- 9) Motion to approve Budget Modification #13 extending the grant end date and requesting additional funds for Sports Complex.
- 10) Motion to approve Gouras & Associates Amendment#1 for the Sports Complex contingent upon MDA approval of Budget Modification #13.
- 11) Motion to approve and authorize Board President to sign a letter stating there will be no duplication of federal funds for the application for the proposed MDOT Turn Lanes project.

9. Elected/Appointed Agendas

A. Ricky Adam – Sheriff

- 1) Motion to spread on the Minutes the following personnel changes:
 - a. Moving Kristi Aguilar from part time to full time dispatcher at a rate of \$10.50 per hour effective July 24, 2016
 - b. Moving Randi Bellais from full time to part time dispatcher at a rate of \$9.50 per hour, effective July 24, 2016
 - c. Resignation of Samantha Harris from full time correction officer, effective July 12, 2016
 - d. Hiring Robert Martin as full time correction officer at a rate of \$12.50 per hour, effective July 18, 2016
 - e. Moving Jacob Fail from part time to full time Deputy, effective July 18, 2016.
 - f. Moving Taylor Reed from part time to full time Deputy, effective July 18, 2016.
- 2) Motion to approve and authorize the Board President to sign the FY17 DUI and Occupant Protection Grant.
- 3) Motion to approve writing a check to MS Leadership Council on aging in the amount \$268.00 that was not used for travel last year. See attachment.

B. Jimmie Ladner – Tax Assessor

- 1) Motion to approve the purchase of an Apex Sketching System in the amount of \$19,590.00. This will replace the current AutoCAD System for a significant cost savings.
- 2) Motion to spread on the Minutes a certificate of compliance for Tax Assessor's salary from the Department of Revenue.
- 3) Motion to approve and authorize Board President to sign the 1 mil application.
- 4) Discussion regarding Property Assessment Rolls and potential hearings.

C. Karen Ruhr – Circuit Clerk

- 1) Motion to approve \$449.88 for the cost of closing in a wall to make an exhibit closet at the Courthouse.

D. Tim Kellar – Chancery Clerk (NONE)

E. Geoffrey Clemens – County Engineer

- 1) Motion to approve and authorize board president to sign Substantial Completion Certificate for Remove and Replace Mill Creek Bridge on Kapalama Drive.
- 2) Motion to approve (ROW Permit Application) from Standard Dedeaux Water Association for a 1” water service bored across Dummyline Road.
- 3) Motion to approve and request authorization for all board members to sign Program, Agreement and Project Order for Inspection of Designated Bridges in Hancock County for the State Fiscal Year of 2017. As a discussion the board needs to designate a representative to monitor site

F. Vic Johnson – Road Manager (NONE)

G. Felicity Edwards – County Administrator

- 1) Motion to authorize the following action regarding the Pleasure Street Marina Improvements CDBG Project (R-118-023-13-HCCR):
 - a. Spread on the minutes the June 1, 2016, close-out monitoring letter; and
 - b. Approve the KCDBG-DRD Program Section 3 Corrective Action Plan committing the County to Section 3 compliance for any future CDBG funding awards.
- 2) Motion to spread on the minutes the Constitution & By-Laws of the Hancock County Fair Committee. Also: Discussion item regarding licenses for beer/alcohol purchase at County Fair.
- 3) Motion authorizing the County Administrator to attend the 2016 Annual Governmental Accounting and Auditing Conference on August 18 & 19, 2016, in Jackson, MS, and authorize lodging, meal and travel reimbursement for same.
- 4) Motion to spread on minutes the July 8, 2016, invoice from the Hancock County School District for the 2016 Recreational Leases and Commercial Leases.
- 5) Motion to approve a Computer Software Support Agreement Addendum with Delta Computer Systems, Inc., which increases the monthly billing rate for software and support from \$2,045.00 to \$2,170.00 (or an increase of \$62.00 per month).
- 6) Motion authorizing The Blood Center to station the Bloodmobile in the Annex parking lot for a blood drive in October 2016 (exact date TBD).
- 7) Motion to approve an Agreement between the Hancock County School District and Brookewood, L. P., for a land exchange between the parties.

- 8) Motion to authorize the following action regarding a Request for Appeal for Zoning/Planning Commission Decision from Stanley and Debra Whitfield for placement of RV site pads on property located at 5215 Lambert Lane, Bay St. Louis, MS 39520:
 - a. Spread on the minutes the July 8, 2016, Request for Appeal of Zoning/Planning Commission Decision from Stanley and Debra Whitfield;
 - b. Schedule an appeal hearing on _____ (date/time);
 - c. Authorize publication of notices required for the scheduled hearing;
 - d. Authorize the Board Secretary to send notice of the scheduled appeal hearing to surrounding property owners; and
 - e. Authorize the Building Official to order required transcripts from the planning & zoning meeting originally addressing this property.
 - 9) Motion to authorize the following action regarding a Request for Appeal for Zoning/Planning Commission Decision from Janice Airhart for placement of RV site pads on property located at 5260 Lambert Lane, Bay St. Louis, MS 39520:
 - a. Spread on the minutes the July 11, 2016, Request for Appeal of Zoning/Planning Commission Decision from Janice Airhart;
 - b. Schedule an appeal hearing on _____ (date/time);
 - c. Authorize publication of notices required for the scheduled hearing;
 - d. Authorize the Board Secretary to send notice of the scheduled appeal hearing to surrounding property owners; and
 - e. Authorize the Building Official to order required transcripts from the planning & zoning meeting originally addressing this property.
 - 10) Motion to authorize publication of a Request for Proposals for Professional Marketing Services, as submitted by the Hancock County Chamber of Commerce.
 - 11) Motion to approve the following 16th Section Lease Agreements and Amendments and authorize the Board President to sign same:
 - a. Addendum to Residential Lease for Virginia Steinkamp;
 - b. Addendum to Residential Lease for Ronnie Necaie;
 - c. Amendment of Lease for Maurice E. Summers Jr. and Martha Powe;
 - d. Agreement of Residential Land Lease for Pollyanna Cook; and
 - e. Agreement of Residential Land Lease for Terry and Jean Lee.
 - 12) Motion to approve the “Order of the Board of Supervisors re: Real and Personal Property Assessment Rolls” and authorize Board Secretary to advertise this Notice.
 - 13) Motion to authorize payment of the July 8, 2016, Butler Snow Invoice in the amount of \$1,702.50 for legal services rendered in conjunction with procurement of title insurance for properties in the Hazard Mitigation Buy Out Program.
 - 14) Discussion: Scoring for HOME Grant Administration must be complete and the contract awarded TODAY due to the application timeline.
- H. Gary Yarborough Jr. – Board Attorney
- 1) Motion to approve rescheduling a hearing on August 15, 2016 at 1:30 p.m. that was previously scheduled for August 1, 2016 at 1:30 p.m. here in the Board Room to consider two (2) road abandonments.

- 2) Motion to Authorize County Attorney to submit application for amendment to zoning ordinance concerning RV Parks. (To be provided)
- 3) Motion to Authorize County Attorney to proposed Interlocal Agreement to Bay Saint Louis, Diamondhead and Waveland concerning coordinating and sharing services, property and items. (See attached).
- 4) Motion to Approve Resolution to remand Whitfield, Airhart and Bayou Caddy Fisheries rv park applications to building office.

I. Supervisors Items

- 1) District 1 – Supervisor David Yarborough
- 2) District 2 – Supervisor Greg Shaw
- 3) District 3 – Supervisor Blaine LaFontaine
 - a. Motion to approve waiving the rental fee for the Longfellow Community Center for Hancock Resource Center’s Downtown Leadership Session to be held on October 19, 2016.
 - b. Discussion regarding revisions to the Four (4) Year Road Plan.
- 4) District 4 – Supervisor Scotty Adam
- 5) District 5 – Supervisor Darrin Ladner

J. Public Comments

K. Executive Session

Discussion of pending litigation regarding annexation petition filed by Waveland.

L. Adjourn/Recess